

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – April 8, 2014 at 6:30 p.m.
Windsor Town Hall, 4084 Mueller Road, DeForest**



MINUTES

1. **Call Meeting to Order:** The meeting was called to order by Barb Ridd at 6:30 p.m.
2. **Roll Call:** Members present: Barb Ridd, Carol Barth, Clay Luttrell, Troy MacDonald and Mike Switzky. Dick Woodburn and Bill Lapp were absent. Others present: Public Works Supervisor Jim Fredenberg and Administrative Assistant Lisa Blaesing-LaRue. Chairperson Rich Johnson and Judith Hutchinson completed their terms on April 4th, 2014.
3. **Pledge of Allegiance:** The pledge was recited.
4. **Discussion with Norski Lacrosse on facility needs:** Due to a last minute conflict, Norski Lacrosse was not able to send a representative. B. Ridd asked that an agenda item be added to the May 2014 agenda so that she may review the March 6, 2014 minutes from the soccer/lacrosse meeting.
5. **Introduction of new Park Commission members:** Troy MacDonald, Mike Switzky and Clay Luttrell were introduced.
6. **Comments from parting Chairperson Rich Johnson:** Rich Johnson thanked the Commission for allowing him to serve on the Park Commission for 18+ years. He spoke highly of the different members that he has had the privilege of working with and of projects that have been completed during his tenure. He reminded all to work well together and most of all to remember that the Park Commission is a sub-commission of the Windsor Town Board. R. Johnson encouraged the new and current members to review the Comprehensive Outdoors Recreation Plan for Parks, Trails and Open Spaces, keeping in mind that the parks are there to provide enjoyment to the Windsor community, regardless of age. R. Johnson stated that “as long as you provide something positive for the youth to do, it will keep them out of trouble”.
7. **Minutes from March 4, 2014:** C. Barth moved to approve the minutes, seconded by M. Switzky. Motion carried with a 4-0 vote. C. Luttrell abstained as he did not receive his Park Commission packet in the mail.
8. **Treasurer’s report:** L. Blaesing-LaRue gave the financial report.
 - a. **Vouchers-** There was 0 vouchers presented for payment in March.
 - b. **Balance Report-** The balance for the Park Commission Project fund is \$33,000.00. The Commission asked that L. Blaesing-LaRue give an update on the Youth Sports and Recreation Program (Booster/Patron Program) at the May meeting.

C. Barth moved to approve the treasurer’s report, seconded by T. MacDonald. The motion carried with a 4-0 vote. C. Luttrell abstained as he did not receive his Park Commission packet in the mail.
9. **Appearances before the Park Commission:** Parting Chairperson Rich Johnson.
10. **Old Business:**
 - a. **Game Time Outdoor Fitness Equipment:** B. Ridd has been doing research on the Game Time Outdoor Equipment and asked that this be added to the May 2014 agenda.
 - b. **Dane County PARC Grant Application Update:** L. Blaesing-LaRue stated that she and C. Barth are currently working on the grant and will have it ready for the May 2, 2014 deadline.

11. New Business:

- a. **General Maintenance Issues/List-** C. Barth asked that the Park Commission look at the wooden play structure at Windsor Hill while on their annual park tour. She feels the structure is in need of repair or replacement.
- b. **Cradle Hill Bike Path- paving existing path-** L. Blaesing-LaRue reported that after visiting with the Town of Windsor Town Engineer, Kevin Richardson, that it would not be in the best interest of the Park Commission to seek a grant to pave the Cradle Hill Park trail. Eventually the Windsor trail and the DeForest trail will meet in a road right-of-way.
- c. **Request from Madison Cricket Club to use Windsor Parks-** The Commission asked that the request be added to the May 2014 agenda and that an invitation be extended to the Madison Cricket Association to have a representative attend the meeting and give details on their specific needs. B. Ridd, representing Norski Soccer and C. Luttrell, representing Norski Lacrosse said they will check with their respective clubs on the availability of Windsor Sports Commons during the summer months.

12. Staff and Commission Comments:

- a. **May- Election of Chairperson and Vice-Chairperson:** L. Blaesing-LaRue reminded the Commission that on May 6, 2014 they will be voting for a new Chairperson and Vice-Chairperson to represent them for one year.

13. Adjournment: M. Switzky moved to adjourn the meeting, seconded by C. Luttrell. The motion carried 5-0.

Minutes prepared by Lisa Blaesing-LaRue

L. Blaesing-LaRue